

- 2 Shall I call the office for you?  
**me** Would ..... the office for you?
- 3 "I'm sorry I broke your window," he said.  
**breaking** He ..... my window.
- 4 He plays tennis skilfully.  
**skilful** He ..... player.
- 5 Kevin doesn't mind working long hours.  
**used** Kevin ..... long hours.
- 6 They cancelled the match because of the hail.  
**off** The match ..... because of the hail.
- 7 She didn't hire him until she had seen his references.  
**hired** She waited until she had seen his references ..... him.
- 8 The summit meeting will be held in Berlin.  
**place** The summit meeting ..... Berlin.
- 9 She has a good relationship with her colleagues.  
**gets** She ..... her colleagues.
- 10 It was difficult for her to connect the new dishwasher.  
**found** She ..... the new dishwasher.
- 11 They moved to Rome two years ago.  
**in** They ..... two years.
- 12 The lift isn't working; use the stairs instead.  
**out** The lift .....; use the stairs instead.